

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



R. Joseph Emerson, Jr., AICP
Director of Planning
(804) 501-4602

March 13, 2023

Oliver Properties
3502-1 Kensington Avenue
Richmond VA 23221

Claire Smith Shirley, P.E.
Gradient Environment
1406 Laburnum Park Blvd
Richmond VA 23227

RE: POD2022-00633
 Highland Woods Expansion
 Site Plan
 Original Plan Review Comments
 Second Submission

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received February 17, 2023, and has the following comments:

❖ **Site Plan Approval:** The following items must be addressed prior to approval of the plan:

1. **Provide revised architectural elevations which address:**
 - a. **Proffer No. 6 requires minimum percentages of masonry on the front elevations for individual units and all units in the aggregate. Provide revised elevations which incorporate additional masonry to meet the minimum required amounts.**
 - b. **Provide screening for HVAC / mechanical equipment in accordance with Sec. 24-5311.**
2. **Provide a revised layout which addresses:**
 - a. **Existing property lines for parcel #'s 822-722-2780, 822-722-1872, 822-722-4258, and 822-722-1753 need to be revised for the development to meet setbacks. Staff recommends consolidating these properties with the parcel 822-722-3727 to unify the overall development.**
 - b. **Provide enhanced pool amenity area as shown on the proffered concept plan and required by Proffer. No. 21.**
 - c. **Fences within a required side yard may not exceed 7' feet in height.**

❖ **Planning Department Comments** – The following Planning comments must be addressed prior to final approval of construction plans:

1. Provide how trash and recycling pickup will occur.
2. On the Cover Sheet, C0.0:
 - a. Under Site Data, No. 1, include owner contact info for Highland Woods L.C.
 - b. Under Site Data, No. 10, provide required interior greenspace based on number of proposed standard parking spaces per Sec. 24-5312.D (70 spaces X 162 S.F. = 11,340 S.F. / .05 = 567 S.F. Required).
3. On the Preliminary Erosion Control Plan, C2.3:

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- a. Provide tree protection fencing along the northwest property line abutting parcels 822-722-4278 and 822-722-7143.
 - a. Consider showing location of a temporary construction trailer which meets setback requirements. If trailers are not shown on the construction plans, Sec. 24-4510 requires approval of a Temporary Use Permit by the Board of Zoning Appeals (BZA).
4. On the Dimensional Layout Plan, C3.1:
 - a. Graphically show and label all existing and/or proposed property lines.
 - b. Graphically show and label all required setbacks.
 - c. Provide building dimensions, including length and width.
 - d. Graphically show and label all proposed fences.
 - e. Confirm if curb will separate driveways for buildings C, E, and F.
 - f. Graphically show and label the mailbox kiosk.
5. On the Grading & Drainage Plan, C4.1:
 - a. Indicate exposed height of segmental retaining wall. Refer to Sec. 24-5407 for setbacks and screening, if applicable.
6. On the Landscape Plan, L100-L303:
 - a. Omit landscape plan from future submittals of the construction plan and submit separately once curb and gutter have been installed.
 - b. For clarity, please provide cumulative measurements of the buffer lengths for each lot line. For example, for the northern property line, staff measures 558' linear feet. Please include plantings required and provided for the overall buffer along this and each other applicable property line.
 - c. Remove tree uplight and string light references and details.
 - d. Include calculations noting foundation plantings per Sec. 24-5309 and Proffer No. 13 and specify which proposed landscape elements are proposed to meet requirement.
 - e. Indicate proposed native trees in the landscape schedule. Per Sec. 24-5309.A.2, a minimum 35 percent of all plantings must be native species.
 - f. Provide plant diversity calculation per Sec. 24-5304.B.
7. On the Lighting Plan:
 - a. Provide average footcandle level for property lines. Maximum average level must be no more than 0.5 footcandles. Omit light levels for public sidewalks on S. Kalmia Avenue in calculations.
 - b. Include a pole mounting detail with dimensions included.

❖ See additional comments from other review agencies.

Revised plans and a written response to review comments must be received at the latest by March 31, 2023, in order to be considered prior to preparation of the April Director's Agenda. Please contact me at (804) 501-4626 and nor020@henrico.us if you have any questions or need any additional information.

Sincerely,



Spencer A. Norman
County Planner

pc: Justin Oliver